Page 37

The Potter Township Supervisors held a Regular Business Meeting on Wednesday, November 14, 2018 at the Potter Township Municipal Building. Ms. Rebecca Matsco called the meeting to order at 6:00 pm and led the Salute to the Flag.

In attendance were:

Supervisors: Rebecca Matsco, Earl Shamp and Al Cwynar

Solicitor: Mike Jones
Engineer: Dan Sell
Secretary: Linda McCoy

Visitors: Lauren Patton, Tim Wetzel, Captain Jon Hall, Chris Heitman, Casey Harrington, George Barnes

Ms. Matsco and Mr. Cwynar met with Penn DOT on Friday, October 19<sup>th</sup> at Senator Vogel's Office in Rochester to discuss the Raccoon, Achortown, and Moffit Mill landslides.

Ms. Matsco, Mr. Shamp and Mr. Cwynar met in an Executive Session today regarding a legal matter.

MOTION: AI Cwynar SECOND: Earl Shamp MOTION CARRIED

TO APPROVE THE MINUTES OF THE OCTOBER 10, 2018 REGULAR BUSINESS MEETING.

**CITIZENS:** No comments

**OLD BUSINESS:** No old business

### **NEW BUSINESS:**

MOTION: Earl Shamp

SECOND: AI Cwynar

MOTION TO APPROVE RESOLUTION 6-2018 A RESOLUTION OF THE TOWNSHIP OF POTTER, BEAVER COUNTY PENNSYLVANIA WAIVING THE KEYSTONE OPPORTUNITY ZONE APPLICATION DEADLINE FOR THE 2016 AND 2017 TAX YEARS FOR MASCARO CONSTRUCTION COMPANY, LP.

The Board presented the 2019 Budget for the Township:

General Fund Budget \$2,562,269.19
State Liquid Fuels Budget \$25,600.00
Capital Fund Budget \$51,746.39
Wage Tax Fund Budget \$61,101.56
Escrow Fund Budget \$67,666.58
Public Safety Fund Budget \$1,847,726.96
DCNR Grant Fund Budget \$1,836.32

MOTION: AI Cwynar SECOND: Earl Shamp MOTION CARRIED MOTION TO APPROVE THE ADVERTISING OF THE 2019 BUDGET.

There will not be any tax increases next year. The 2019 budget will be available for public review at the Township Office during normal business hours and will be advertised in time for adoption at the December 12, 2018 regular business meeting.

MOTION: Earl Shamp SECOND: AI Cwynar MOTION CARRIED TO APPROVE AND SIGN THE 2019 MINIMUM MUNICIPAL OBLIGATION FORM FOR THE ROAD DEPARTMENT.

# **SOLICITOR'S REPORT:**

Mr. Jones reported that he is continuing working with GHRIP on the cooperative agreement between the municipalities. Ms. Matsco stated that Potter Township will maintain ownership of the newly purchased street sweeper. Mr. Jones is also working on the pending Shell Tax Assessment.

### **ENGINEER'S REPORT:**

- Mr. Sell sent a 'notice to proceed' letter to Allegheny City Electric, Inc. for the generator project effective November 9, 2018 and per agreement, they are to complete the project within one hundred fifty calendar days.
- Mr. Sell is continuing his work on the Township's MS4 Waiver Application and it is almost complete.
- Mr. Sell is reviewing the CSX Transportation/Property Subdivision Shell Chemical Appalachia/Lot Consolidation Plan #1 and will meet with the Township's Planning Commission tomorrow night.
- Plans for the Bluffs at Glade Path Apartment Building submission from Center Township have been reviewed and comments were sent to the Township Supervisors and Planning Commission.
- Mr. Sell is waiting on a follow-up submission from the Falcon Ethane Pipeline System for grading and timber harvesting.

Page 38

- Mr. Sell's comments on the plans for a cell tower by Crown Castle have been addressed and approval is recommended.
- Ms. Matsco asked Mr. Sell to work with the Township on designing a parking lot on the Tank Farm. She thanked David Ritsema from Widmer for his visits to the Bluffs at Glade Path.

#### PLANNING COMMISSION:

Lauren Patton stated that the Planning Commission will meet tomorrow night to review the CSX Transportation/Property Subdivision - Shell Chemical Appalachia/Lot Consolidation Plan #1.

MOTION: AI Cwynar SECOND: Earl Shamp MOTION CARRIED MOTION TO DENY THE LAND DEVELOPMENT APPLICATION OF CASTLEBROOK WITHOUT PREJUDICE FOR CASTLEBROOK TO REFILE WITHOUT FURTHER FEE.

**FIRE DEPARTMENT**: No report

#### **ROAD DEPARTMENT:**

The Beaver Valley COG received a second round of bids for road salt. The only bid was higher - \$109.20 per ton. The first round of bidding for salt was \$90.95 per ton. The Board will ask Justin Cwynar to go through a local delivery service for salt.

### **POLICE DEPARTMENT:**

Captain Hall reported that Halloween went well and the Department had three cars in Potter. He also reported that there will be a helicopter in the area next week - Duquesne Light is stringing wire - they do not expect any additional traffic delays. Captain Hall stated that they are working with drivers on the Township roads to curtail speeding.

Mr. Heitman stated that there are more car washes on the site to avoid dirt on Route 18. Shell will be sending car wash coupons to Potter residents. Mr. Heitman reported that the world's second largest crane is up on the Shell site.

## **REAL ESTATE TAX COLLECTOR:**

Vicky Leininger submitted 2018 October Real Estate Tax Report to the Supervisors.

## **TREASURER'S REPORT:**

MOTION, For Champ	SECOND: ALC:umar		MOTION CARRIED
The balance in the	DCNR Grant Fund Account is	\$1,832.40	There were no bills for this account
The balance in the	Public Safety Account is	\$1,832,270.75	There were no bills for this account
The balance in the	Wage Tax Account is	\$60,586.77	There were no bills for this account
The balance in the	Escrow Money Account is	\$67,666.58	There were no bills for this account
The balance in the	Capital Equipment Account is	\$51,327.42	There were no bills for this account
The balance in the	State Liquid Fuels Account is	\$332.64	There were no bills for this account
			Bills for this account totaled \$181,544.65
The balance in the	General Fund Account is	\$1,209,633.74	\$587,276.99 of this is MDIA permit fees

MOTION: Earl Shamp SECOND: AI Cwynar MOTION CARRIED MOTION TO APPROVE THE TREASURER'S REPORT AND PAY THE BILLS FOR THE MONTH OF NOVEMBER.

# **ANNOUNCEMENTS**:

The Planning Commission will meet on Thursday, November 15<sup>th</sup> at 7:00 pm in the Township Building.

The Township Office will be closed on Thursday, Friday and Monday, November 22, 23 & 26 in observance of Thanksgiving.

The Recreation Board will be hosting its annual Holiday Bingo on Friday, December 7th at 6:00pm in the Township Building. All residents are invited.

The Supervisors will hold a Work Session on Wednesday, December 5th at 6:00 pm.

The next Regular Business Meeting is scheduled for Wednesday, December 12th at 6:00pm.

The Supervisors and Mr. Jones went into Executive Session from 6:23 pm - 6:51 pm.

MOTION: AI Cwynar SECOND: Earl Shamp

THERE BEING NO FURTHER BUSINESS THE MEETING ADJOURNED AT 6:51 PM.

MOTION CARRIED

Respectfully Submitted,